



DEPARTMENT OF THE NAVY
COMMANDER, NAVAL SURFACE FORCES
2841 RENDOVA ROAD
SAN DIEGO, CALIFORNIA 92155-5490

IN REPLY REFER TO

COMNAVSURFORINST 6100.1B

N01M

19 Apr 07

COMNAVSURFOR INSTRUCTION 6100.1B

From: Commander, Naval Surface Force

Subj: FORCE COMMANDER ANNUAL HEALTH PROMOTION UNIT AWARD
(GREEN "H")

Encl: (1) COMNAVSURFOR Green "H" Nomination Form
(2) COMNAVSURFOR Green "H" Nomination Grading Sheet

1. Purpose. To enhance battle readiness by promoting the health, fitness, and mental well-being of active duty Sailors assigned to the Naval Surface Force (SURFOR); to encourage participation in health promotion activities; and to provide formal recognition to SURFOR units that have excelled in establishing and promoting a command conducive to health promotion.

2. Cancellation. COMNAVSURFORINST 6100.1A.

3. Background. Approximately 65 percent of all premature deaths and illnesses in the United States are the result of unhealthy lifestyle habits, including poor diet, lack of exercise, tobacco use, alcohol abuse, and unmanaged stress. Avoidable injuries and chronic diseases such as uncontrolled hypertension also adversely affect health. Positive changes in lifestyle and behavior can result in better health, enhanced quality of life, and improved military readiness.

4. Eligibility. All SURFOR units are eligible for award of the Force Commander Annual Health Promotion Unit Award (Green "H").

5. Awarding Period. The qualifying period for this award will be from 1 January to 31 December of each calendar year.

6. Action. The following procedures outline the nomination and awarding process:

a. Commanding Officer. Submit a Force Commander Annual Health Promotion Unit Award nomination application and nomination grading sheet, enclosures (1) and (2), by 1 January 2008 to their respective Immediate Superior in Command (ISIC). Commands must achieve a 90 percent or higher score based on the

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grading criteria in enclosure (2) for receipt of the Green "H" award.

b. ISICs. Commands will submit their packages via their medical ISIC to their ISIC for endorsement prior to submission to COMNAVSURFOR. Due date is 31 January 2008.

c. Commander, Naval Surface Force

(1) Appoint a board chaired by the Force Medical Officer including appropriate wellness and health promotion subject matter experts to evaluate all nomination applications received and recommend to the Force Commander qualifying candidates for the Force Commander Annual Health Promotion Unit Award.

(2) Publish message by 1 April annually announcing awardees of the Green "H" for the previous year.

(3) Publish a message by 1 April annually providing lessons learned and notable examples for the GREEN "H" for the previous year.

7. Units receiving the Force Commander Annual Health Promotion Unit Award are authorized upon receipt of the award to paint a Green "H" on their bridge wing. The Green "H" shall be the same dimensions as the Command Excellence Awards - 20 inches in length by 25 inches in height, no shadow. Shore commands are encouraged to display a Green "H" in a prominent place at their command headquarters. Sequential awardees are authorized to paint a green hash mark beneath the Green "H." Those commands awarded the Green "H" five consecutive times are authorized to paint a green star above the Green "H." Previous awardees who did not qualify for this year's award must remove their Green "H."


T. H. COPEMAN
Chief of Staff

Distribution:

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COMNAVSURFOR GREEN "H" NOMINATION FORM

SECTION ONE - REQUESTING COMMAND INFORMATION AND COMMITTEE MEMBERS.			
1. Ship/Station.		2. Calendar year: 2007	
3. Health Program Coordinator.		4. Total Crew.	
5. HPC E-mail address.		6. HPC Phone:	
7. Does the command have a Health Promotion Instruction/SOP?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	7a. Date of instruction. (Enclose instruction.)
8. Name and certification of Health Promotion committee (HPC) members: (Enclose certifications/appointment Letters. Acceptable using one letter or add to Command Collateral Duty List designating entire committee by name.)			
Name	Certification	Name	Certification
	HP Coordinator		Command Fitness Leader
	Medical		Safety Officer
	Training Officer/GMT Coordinator		DAPA
	MWR		Other CMD support programs (e.g. pastoral)
SECTION TWO - INDIVIDUAL MEDICAL READINESS.			
9. IMR readiness reports. (enclose IMR report from 1 st , 2 nd , 3 rd , & 4 th Qtr) Justify if less than 90% (e.g. deployment)	9a. 1 st Qtr IMR Full Medical Readiness %		9b. 2 nd Qtr IMR Full Medical Readiness %
	9c. 3 rd Qtr IMR Full Medical Readiness %		9d. 4 th Qtr IMR Full Medical Readiness %
SECTION THREE - GOALS/PLANS/RESULTS OF HEALTH PROMOTION PROGRAMS.			
10. What are the top 3 goals identified by the HPC? Clearly defined goals with measurable outcomes. <u>2 pts each goal</u>	10a. Describe the plan and implementation of the programs. (e.g. Flyers, one-on-one counseling, or facilitated courses.) <u>1 pt each plan</u>		10b. What were the results of the program over the year? Describe results below and <u>enclose</u> documentation to support results. <u>3 pts each program</u>
SECTION FOUR - HP COMMITTEE MINUTES.			
11. Does the HPC meet at least quarterly and maintain minutes of each session?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	11a. Do the minutes reflect the goals and progress identified in section three? <u>Enclose</u> copies of minutes from quarterly meetings.
SECTION FIVE - COMMAND PHYSICAL READINESS.			
	Fall 06	Spring 07	Fall 07
12. Number of PFA failures: <u>Enclose</u> PRIMS spring and fall command summary report.			

Enclosure (1)

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12a. Percentage:			
12b. Number of personnel in FEP:			
12c. Number/percent of FEP personnel passed spring 2007 PFA cycle:	Number:	Percent:	
12d. Number/percent of FEP personnel passed fall 2007 PFA cycle:		Number:	Percent:
12e. PFA/FEP Comments: (Explain any negative trends.)			
SECTION SIX - TRAINING.			
13. Health promotion Programs:	13a. Percentage of command captured.	13b. <u>Enclose</u> Command Master Training Reports for all topics.	
Hypertension			
Anger/Stress Management		Command GMT training required	
Substance Abuse			
Suicide Awareness/Prevention		Command GMT training required	
Tobacco Cessation Awareness			
Sexually Transmitted Diseases & Pregnancy Awareness			
Nutrition			
SAVI/Violence Prevention		Command GMT training required	
Injury Prevention		Command GMT training required	
Men/Women's Health			
Operational Risk Management.		Command GMT training required	
SECTION SEVEN - FOUR WEEK TOBACCO CESSATION.			
14. Tobacco cessation course (Ending tobacco addiction 4-week course).			
14a. Number of tobacco users participated. <u>Enclose</u> course attendance report.	#:		
14b. Number of successful quitters.	#:		
SECTION EIGHT - ALCOHOL AWARENESS TRAINING.			
15. Alcohol - AWARE- percent of training completed.	15a. Percent of E-1 through E-4 completed training. (<u>Enclose</u> completed training report.)	15b. Percent of O-1 through O-3 completed training. (<u>Enclose</u> completed training report.)	
	%	%	
SECTION NINE - SAFETY.			
16. PROGRAMS the command implmented to enhance safety throughout the command.			
16a. Date(s) of completed Safety survey. <u>Enclose</u> copy of report.			
16b. Safety stand downs. Two required annually covering general safety and mishap reduction. - <u>Enclose</u> master training report.			
16c. Safety Council/Committee meeting conducted quarterly.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<u>Enclose</u> Safety committee minutes from quarterly meetings.

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16d. What safety measures or programs did the command implement based on safety surveys and committee recommendations.	
SECTION TEN - HEALTH AND WELLNESS EVENTS.	
<p>17. Describe command events or activities that directly impacted the health, wellness and well being of the crew. Examples are Health Fairs for Ships, lectures by outside specialists addressing anyone of the Health Promotion training programs. Fleet and Family Service Center, Command Sports day, upgrade of exercise equipment or facilities, Command PT sessions led by "guest" Fitness Specialist , Biggest Loser Weight Loss Competition, revision and improvement of programs unique to the command. (Thoroughly explain events)</p> <p><u>Does not include Navy mandated programs.</u></p>	

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COMNAVSURFOR GREEN "H" NOMINATION GRADING SHEET

Instructions for completion are provided to use as a self assessment tool to ensure all facets of the grading criteria are met.

	Individual points available	Total points for the section available
SECTION ONE - Command Information.	1	
Completion of Command Health Promotion Coordinator Information.		
- Enclose a copy of a Command Health Promotion instruction signed by the current Commanding Officer. Block 7a.	3	
Health Promotions Committee.		
- Enclose copy of certification or designation letters. Block 8.	7	
Other command support programs (e.g. Pastoral Services). Block 8.	(1) bonus	
Section Total:		13 (14)
SECTION TWO - Individual Medical readiness (IMR).		
IMR report.		
- Enclose one IMR from the last month of each quarter. Blocks 9a - 9d.	12	
=>90% = 3 points per quarter.		
- Enclose letter justifying if less than 90% will be considered (e.g. deployment).		
Section Total:		12
SECTION THREE - HP Goals/Plan/Results.		
Goals and progress of Health Promotion Programs.		
- Enclose documentation to support results. Block 10b.	18	
Section Total:		18
SECTION FOUR HP Committee Minutes.		
- Enclose minutes from each quarter.		
Goals listed in minutes showing progress and results. Block 11a.	12	
- 3 points each quarter.		
Section Total:		12
SECTION FIVE - Command Physical Fitness. Assessment Summary. - Enclose Command PFA summary report from PRIMS for CY06 fall and CY07 spring and fall cycles. Block 12.		
Physical Readiness.		
=>90% pass PFA and BCA rate = 5 points	5	
80% - 89% Pass PFA and BCA = 3 points		
70% - 79% Pass PFA and PCA = 1 points		
- If on deployment and a waiver is given, command still conducts weight and height.		

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Number of FEP personnel passed spring cycle. - Points based on percentage of personnel that were enrolled in the FEP program and pass the spring cycle. 0% - 30% pass = 1 point 31% - 60% = 3 points > 60% = 5 points	5	
Number of FEP personnel passed fall cycle. - Points based on percentage of personnel that were enrolled in the FEP program and pass the fall cycle. 0% - 30% pass = 1 point 31% - 60% = 3 points > 60% = 5 points	5	
Section Total:		15
SECTION SIX - Training.		
Percentage of crew captured. - Enclose command summary report. Block 13b. =>90% of crew captured = 3 points per program. 80% - 89% of crew captured = 2 points per program. 70% - 79% of crew captured = 1 point per program.	33	
Section Total:		33
SECTION SEVEN - Four-week tobacco cessation classes.		
- How many enrolled? - Enclose attendance documentation. Block 14a.	5	
Section Total:		5
SECTION EIGHT - Alcohol Awareness Training.		
AWARE training E-1 through E-4. =>90% of crew captured = 5 points per program. 80% - 89% of crew captured = 3 points per program. 70% - 79% of crew captured = 1 point per program. - Enclose summary training reports. Block 15a.	5	
AWARE training O-1 through O-3. =>90% of crew captured = 5 points per program. 80% - 89% of crew captured = 3 points per program. 70% - 79% of crew captured = 1 point per program. Block 15b. - Enclose summary training reports. Block 15b.	5	
Section Total:		10

SECTION NINE - Safety.		
Safety Survey Completed. =>90% of crew captured = 5 points per program. 80% - 89% of crew captured = 3 points per program. 70% - 79% of crew captured = 1 point per program. - Enclose safety survey reports that demonstrate percent of crew participation. Block 16a.	5	
Safety Stand downs completed. - Enclose training report. Block 16b. 3 pts for each required stand down.	6	
Quarterly Safety Council Meeting Conducted. 2 pts for each quarterly meeting. Block 16c.	8	
Safety measures/processes implemented based on survey and safety council recommendations. Block 16d.	5	
Section total:		24
SECTION TEN - Health and Wellness Events.		
Examples are Health Fairs for Ships, lectures by outside specialists, nutritionists, Fleet and Family Service Center, Biggest Loser Weight Loss Competition, command sporting events (WILL REQUIRE EXPLANATION). 2 pts each separate event (max 8 points).	8	
Section Total:		8
Total points available:		150